

MEETING MINUTES
Regular Meeting of Date March 22, 2017
Amended

1) Call to Order

The regular meeting of the Airport Advisory Commission of the City of Hollister was called to order by Chairman Gordon Machado on March 22, 2017 at 6:00 p.m. in the City Council Chambers at City Hall, 375 Fifth Street, Hollister, California.

2) Pledge of Allegiance

Recited. Following the pledge Chairman Machado thanked Commissioner Judd for his recent two years performing the duties of chairman.

3) Roll Call: Roll was answered as follows:

Present: Chairman Gordon Machado, Commissioners Steve Huston, Deane Judd , Jose Martinez, and Marge Sunzeri, and Executive Secretary Mike Chambless

Absent: Commissioners Robert Scattini and Fred Meyer.

4) Verification of Agenda Posting

The Agenda for the Airport Advisory Commission of the City of Hollister Regular meeting of March 22 was posted on the bulletin board at City Hall on March 15 at 10:00am per Government Code Section 54954.2

5) Consent

- a) It was moved by Commissioner Judd and seconded by Commissioner Martinez to approve as presented the minutes of the Airport Advisory Commission meeting of February 22, 2017. Motion carried 5-0.

6) Public Input

- a) There were no public comments.

7) Reports

- a) AIP Phase I - This refers to the first phase of the 31/13 runway reconstruction project where the City and the contractor are in conflict as to proper completion. City and contractor counsels have met, and the City provided the contractor's counsel with information from the City's expert and City's counsel. The contractor's counsel indicated it was going to ask for additional information. That was three weeks ago and the City has received no request for the additional information, so the City's counsel will be providing the information that was suggested orally at the last meeting in hopes of moving the process forward.
- b) CalFire - No report. Still waiting to see revised leases.
- c) AIP 18 - ALP Update - The contractor is still working on the update. They will have personnel out this month to survey the airport with respect to the air approaches. This had been delayed until spring per FAA regulations which require there to be leaves on the trees during the survey.

- d) Budget - Budget process is still moving along. Two capital improvement requests have been added for next year's budget to fund the construction of two new hangars at the airport: one would be a hangar adjacent to the one currently under construction, and the other would be a third executive hangar added to the current row of executive hangars.
- e) AIP 19 ALP/Partial parallel taxiway K - Director Chambless reported on meeting with the FAA several weeks ago. He stated that the FAA has pulled AIP 19 from their funding list, and they gave a litany of reasons, one of which was that our ALP was not up to date. They also identified issues at the airport that they feel are more important than taxiway K. These include the existence of the lead-in taxiways at the ends of three of our runways, and relocating taxiway B about 20 feet north (or moving runway 31 threshold back 20 feet?). Subsequent to the FAA meeting, Mike met with staff members of congressman Panetta, and they indicated that as soon as our ALP is complete, they were ready to become involved in getting us back into the FAA funding stream.
- f) NBAA - Schedulers & Dispatchers Conference TX - Mike reported on his attendance and said it went very well.
- g) Trees - Mike reported that 178 trees around town were lost due to the wind storm in February, and this included several at the airport including a large eucalyptus near the entrance to the airport. All downed trees at the airport have been removed. Other storm damage included glass partitions blown down at the old Ding-a-ling.

8) Old Business

- a) Trailer Parking - No report.
- b) 155 Skylane Drive Building 16 - The roofing job is complete, and no leaks were noted during the recent rains. Next steps are plumbing and electrical. Also, Mike met with the county health department and they provided information on the type of restaurant flooring they will require, and Mike is getting quotes on installation of the approved type.

9) New Business

- a) Aircraft Waste Oil - After apologizing for missing the last meeting's discussions on this topic, Director Chambless related a brief history of the county's provision of the waste oil collection and pickup service, including the airport's dealing with occasional overflows and contamination. He also noted that the county has had personnel changes that resulted in the program being improperly maintained. The end result was that the airport paid to have the most recent tank full hauled away just a few days ago. This cost ~\$3000 because the oil was contaminated with gasoline. Also, since the county is no longer supporting the program, Mike had them haul away their tank, and there now is no oil disposal service at the airport.

Mike also reported his opinion that the cost to the airport of providing waste oil collection would be a minimum of several thousand dollars a year if there was no contamination, and as much as an additional \$3000 pickup cost whenever the oil was contaminated. As such he recommends against providing this service in the future.

Commissioner Huston expressed support for having a waste oil collection service at the airport, at least for use by the airport businesses. Mike noted that state regulations require the airport businesses to have a waste disposal plan as part of their business plan, and he believes past practices of businesses using the county disposal tank for that use were not in compliance with the state regulations.

It was decided to continue this topic at the next meeting, and the airport staff was requested in the interim to poll neighboring airports to find out what they are doing in this regard and to meet with our airport FBOs to see if any of them are willing to step up to dealing with the issue.

- b) Water Board Underground Storage Tank - The state water board conducted an inspection of our underground fuel tanks in February and reported ten violations of their regulations. These include claims that the wrong kind of sensor was being used, the wrong type of pipe was being used, paperwork issues, etc. Mike is currently getting quotes on what it would take to bring the storage facility into compliance with what the water board believes it wants. However, our current vendors have said that while we may not comply with what the water board "prefers", we are in compliance with what the regulations "require". Mike will bring the compliance cost quotes to the commission and then discuss where to go from there.

Mike also noted that both he and the FBO owner were shocked at the many water board complaints after having a clean inspection performed with contractors over the past many years. He is not sure why the water board itself is now performing the inspection. He also noted the issues all are related to the leak sensing system, not the tanks themselves.

Mike also asked the FBO to ask their fuel vendor about the costs to install an above-ground system, in case that may be cheaper than paying to bring the current installation into compliance.

10) Items for Next Agenda

Reports

1. AIP Phase I
2. CalFire
3. AIP 18 ALP
4. Budget
5. Trees (cost)

Old Business

1. Trailer Parking
2. Aircraft Waste Oil
3. Water Board Underground Fuel Tanks

11) Next Meeting Date: April 26, 2017

12) Adjournment

There being no further business to come before the Airport Advisory Commission, Commissioner Judd moved the meeting be adjourned. The motion was seconded by Commissioner Sunzeri. The motion passed 5-0 and the meeting was adjourned at 6:33 p.m.

Respectfully Submitted,

Mike Chambless, Executive Secretary